

Print this form, complete it and deliver page 1 to the Town Hall at 4058 County Road N for an authorizing signature. You may also fax it to 839-4432. If you choose to mail or fax it, a signed copy will be returned to you. If you would like it returned by fax, please provide your fax number: _____. Keep page 2 for your reference.

THIS PERMIT IS VALID ONLY WHEN YOU HAVE AN AUTHORIZED COPY IN YOUR POSSESSION.

TOWN OF COTTAGE GROVE – OPEN BURNING PERMIT

PERMIT VALID FOR CALENDAR YEAR 2006

OPEN BURN LOCATION _____
(Street Address, NOT PO Box)

MATERIALS TO BE BURNED _____ AMOUNT _____

RESPONSIBLE PARTY NAME [Include Middle Initial] _____

ADDRESS _____

PHONE _____

PERMIT ISSUED By _____ Date _____

I hereby agree to comply with ALL the conditions detailed below. I further understand that any violation of these conditions may result in my being held liable for costs and other forfeitures identified in sections 11.02 and 25.04 of the code of ordinances of the town.

RESPONSIBLE PARTY Signature _____ Date _____

OPEN BURNING PERMIT CONDITIONS

****THE FOLLOWING ARE PROHIBITED...WITHOUT EXCEPTION...WITHIN THE TOWN OF COTTAGE GROVE****

1. Open burning of any wet combustible rubbish, garbage, oily substances, asphalt, rubber products, or other materials prohibited by state statute or administrative rule.
2. Burning of explosive or dangerous material without a permit issued either by the Wisconsin Department of Natural Resources [DNR], or the Department of Industry, Labor and Human Resources [DILHR].
3. Open burning in an air curtain destructor without first obtaining a permit from the DNR and having received approval from the Town Board.

THE FOLLOWING SHALL BE COMPLIED WITH...AT ALL TIMES...DURING THE OPEN BURNING ACTIVITY

1. A responsible adult shall be in attendance at any fire until it is totally extinguished.
2. All open burning shall be conducted in a safe manner, when wind and weather conditions are such that they do not create any fire hazards to adjacent properties and the open burning can be safely controlled.
3. No open burning shall be conducted between sunset and sunrise.
4. No open burning shall be conducted within 40 feet from any structure, hay stack, or fuel storage location; or upon any paved surface within a right-of-way, public or private.
5. Adequate firebreaks shall be provided, and arrangements shall be made to notify the fire department in case of any emergency, [ie: having a phone available to DIAL 911].
6. The open burning shall not be in violation of any federal air control rules, or any state air pollution control rules that are required by applicable federal laws or regulations.
7. SPECIAL CONDITIONS _____

HOW TO REGISTER YOUR OPEN BURN NOTIFICATION WITH THE COTTAGE GROVE FIRE DEPARTMENT

- 1) As a Town of Cottage Grove Resident you must first have been issued a YEARLY permit from the Town of Cottage or their designee. (This explains the ordinance, what is and is not allowed by the DNR and the Cottage Grove Fire Department for open burning.) This department will verify that a permit has been issued.
- 2) You must register by phone 2 days prior to burning. This will allow a 3 day window to burn. Here is how to do this:
 - A) Dial the Cottage Grove Town Hall's phone number at 839-5021 ext. 12 and follow the instructions given.
 - B) State your name, phone number and address where the open burn is taking place
 - C) State who the responsible party will be. (This person must be on site during the burn.)
 - D) State the type of material and size to be burned. (Ex. Brush pile, leaves approximately 4 ft. H x 6 ft. L x 6 ft. W)
 - E) The day the scheduled burn will take place.

The department's answering machine will record this information also recording the date and the time for verification use only.